

***United States Court of Appeals  
for the Second Circuit***



**Vacancy Announcement**

*March 3, 2003*

*Reference# FY03-09*

***Position Title:*** Second Year Law School Interns/Externs (NON-PAYING)

***Location:*** Office of Legal Affairs, Pre-Argument Attorneys Office  
40 Foley Square, NYC, NY

***Closing Date:*** Open Until Filled

***Position Overview:*** The Pre-Argument Attorneys Office, composed of staff counsel and administrative staff, seeks interns/externs to work during the Summer. Duties may include: screening, reviewing, and analyzing cases; conducting legal research; writing legal memoranda; creating conference files; attending conferences; and communicating with outside counsel. In addition, interns/externs will have the opportunity to attend oral arguments and observe the workings of the Second Circuit.

***Requirements:*** Applicants must be in good academic standing, possess excellent research and writing skills, and be able to work independently.

**Must be able to work a minimum of ten hours per week.**

**More than one position may be filled.**

**Please submit a cover letter detailing the dates and times that you will be available to work, resume, law school transcript, and writing sample to:**

**United States Court of Appeals, Second Circuit  
40 Foley Square, Room 1604  
New York, NY 10007  
Attn: Human Resources, Reference #FY03-09**

***EQUAL OPPORTUNITY EMPLOYER***

***THE APPLICANT SELECTED FOR THE POSITION IS SUBJECT TO A BACKGROUND INVESTIGATION***